



STATE OF MAINE  
DEPARTMENT OF EDUCATION  
23 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0023

PAUL R. LEPAGE  
GOVERNOR

WILLIAM H. BEARDSLEY  
DEPUTY COMMISSIONER

August 15, 2016

Dear Principal:

The Maine Department of Education, in collaboration with the Maine Department of Health and Human Services, is pleased to announce the fifth administration of the Maine Integrated Youth Health Survey (MIYHS) with a survey administration period of between **February 6<sup>th</sup> and 17<sup>th</sup>, 2017**. We are delighted to report that Pan Atlantic Research, a Portland-based research firm, will continue as the contractor administering the 2017 MIYHS. Pan Atlantic Research has a long track record administering school surveys in Maine and has a proven ability to ensure school confidentiality and protect student anonymity.

**Your school has been chosen as part of the following sample(s) for the 2017 MIYHS:**

- **K/3 module** (parents of students in Kindergarten and 3<sup>rd</sup> grade)<sup>1</sup>
- **5/6 module** (students in grades 5 and 6)<sup>1</sup>
- **Middle School (MS) module** (students in grades 7 and 8)<sup>2</sup>
- **High School (HS) module** (students in grades 9 through 12)<sup>2</sup>

**I** Because only some schools have been chosen to participate in the MIYHS, your school's involvement is especially critical to its success.

**I** While all public schools with any grade 7–12 are invited and encouraged to participate in the 2017 MIYHS, your school's participation in the survey will directly increase your county's and/or public health district's ability to get representative data.

**Note:** While your school was not chosen for the 5/6 module (for students in grades 5 and 6), you may choose to participate in the MIYHS as a 'volunteer school' for that module. Please note that while 'volunteer schools' will receive a school report (assuming that reporting standards are met), they will not receive additional postage reimbursement for the 5/6 module.

Schools participating in the 2017 MIYHS can choose when they would like to administer the survey within the two-week timeframe (February 6<sup>th</sup> – 17<sup>th</sup>, 2017).

Enclosed are the following materials:

- **2017 MIYHS Information Sheet** – This should answer many of your questions about the survey project.
- **2017 MIYHS School Response Fax-Back Form** – To confirm your school's participation in the 2017 MIYHS, please fax this form to Pan Atlantic Research no later than **September 30<sup>th</sup>, 2016**. You will then receive an email from PAR which will include information on the new electronic version of the Parental Consent Form.
- **2015 MIYHS Parental Consent Form** – This letter (or the new electronic version) must be sent to **parents of fifth grade and older students** via the U.S. postal service **at least two weeks prior** to your school's survey administration date. **Please be sure to use THIS version of the parent consent form, without alteration, and not any previous versions including the 2015 MIYHS.** We ask, however, that it be sent no more than six weeks prior to the survey administration.

We do recommend that parents be notified of your school's participation in the 2017 MIYHS at the beginning of the school year by including the following paragraph in beginning of the year notifications to parents:

*This coming school year, students in this school will be asked to take an anonymous health survey. The data from this survey is used at school, county and state levels. It supports grant funding, assessment of student needs, and the design and evaluation of programs. You will receive more information on this survey closer to when we are doing it. You have the choice of asking that your child not take this survey. Your child will also have the option of not taking the survey.*

- **Example of a 2017 MIYHS School Report** – Assuming that reporting requirements are met, schools participating in the 5/6, Middle School, and/or High School modules will receive a school level report. Enclosed you will find a sample page of a High School module school report; you will note that comparisons will be made to the last MIYHS administration, as well as to the State. Similar reports will be made at the SAU level, again assuming that reporting requirements are met.

As in the past, the MIYHS protocol is designed to protect student confidentiality and anyone other than principals and MIYHS Coordinators who request school data will be asked to obtain your written permission. Principals should be in receipt of school reports from the 2015 MIYHS. Should you have any questions about your school's data and/or have a local data/report request, please contact Nicholas J. Kamenos at 207-626-8688.

<<NOTE – Yellow sections not included in K/3 only versions.>>

Please note that an **Administration Manual for MIYHS Coordinators** and the **2017 MIYHS Questionnaires** are still in the process of being finalized. These will be emailed to schools as they sign on to participate in the MIYHS using the School Response Fax-Back Form; they can also be made available upon request.

Should you have any further questions regarding the survey, please contact one of the following people:

**Gregory McHugh**, Pan Atlantic Research  
[miyhs@panatlanticresearch.com](mailto:miyhs@panatlanticresearch.com)  
1-844-308-8906 (toll-free) or 207-221-8877 x106

**Nick Kamenos**, Division of Data & Research Office of  
Continuous Quality Improvement  
[Nicholas.J.Kamenos@maine.gov](mailto:Nicholas.J.Kamenos@maine.gov) or 207-626-8688

**Reid Plimpton**, MIYHS Project Coordinator  
Office of disease Control and Prevention  
[Reid.Plimpton@maine.gov](mailto:Reid.Plimpton@maine.gov) or 207-287-5084

**Jean Zimmerman**, Health & PE Consultant  
Maine Department of Education  
[Jean.Zimmerman@maine.gov](mailto:Jean.Zimmerman@maine.gov) or 207-624-6687

I strongly encourage you and your school to participate in this worthwhile initiative to assess the risk behaviors of Maine's youth in order to implement state, community, and school-wide policies regarding health.

Sincerely,

William H. Beardsley

Deputy Commissioner





